

MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE TOWNSHIP OF WOODBRIDGE



The Commissioners of the Housing Authority of the Township of Woodbridge held its regular meeting in the community room of Adams Towers, 555 Rahway Ave., Woodbridge, NJ, in the Township of Woodbridge, New Jersey at 7:00 PM on March 5, 2018, the hour and date duly established for the holding of such meeting.

The Chair called the meeting to order, led the Pledge of Allegiance, and held a moment of silence.

Donna Brightman read the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that notice of this meeting of the Board of Commissioners of the Housing Authority of the Township of Woodbridge was provided in the following manner:

On October 4, 2017, a copy of the notice of this meeting setting forth the date, time and location of this regular meeting was posted on the Housing Authority's official designated bulletin board located at 20 Bunns Lane, Woodbridge, NJ, sent to Town Hall for posting and was faxed to the Home News Tribune and Star Ledger.

Upon roll call, those present and absent were as follows:

PRESENT

Commissioners:

Sharad Agarwal, Commissioner (7:07 PM)
John Kenny, Commissioner
Ryan Michelson, Commissioner
Jenny Perez-Rosado, Commissioner
Rukmal Rupasinghe, Commissioner
Gregg Ficarra, Chairman

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:

Lizbeth DeJesus, Councilwoman

Administration:

Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager
Larry Stecker, Maintenance Director

ABSENT

Commissioners:

Shontay Walker, Commissioner

Administration:

Maureen Guiney, Executive Asst.

A motion to approve the minutes of the Regular Meeting held on February 5, 2018 was made by Commissioner Michelson and seconded by Commissioner Kenny and upon roll call the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Walker Ficarra

AYES: Kenny Michelson Perez-Rosado Rupasinghe Ficarra
NAYS: None
Abstain: None
Absent: Agarwal Walker

PUBLIC COMMENT - none

COMMUNICATIONS

Chairman Ficarra noted that the WHA received High Performer status for its Section 8 program.

Counsel Corrison administered the Oath of Office to Commissioner Agarwal.

Everyone went around the table and introduced themselves.

REPORTS

Chairman Ficarra went through the reports: Maintenance and Modernization, Building Reports, Police Report, Operating Budget and the Executive Director's report.

Executive Director Brightman stated that Building #1 at Jacob's Landing is ready for occupancy and that the groundbreaking will be in April.

Commissioner Kenny asked what the official name of the building was as he was concerned emergency services might get confused if there were two building names.

Executive Director Brightman said she would check it out.

Chairman Ficarra asked what happens when a deceased tenant's belongings are not claimed as noted in Greiner's report.

Counsel Corrison responded that the court surrogate appoints a party to deal with the matter.

Chairman Ficarra inquired as to the status of the Olsen parking lot.

Maintenance Director Stecker responded that it will be done after the roof is replaced.

NEW BUSINESS

a) Reso #2917 – Adopting Monthly Bill List for February 2018

Motion moved by Commissioner Rupasinghe and seconded by Commissioner Kenny to adopt Resolution #2917.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Ficarra
NAYS: None
Abstain: None
Absent: Walker

The Chair thereupon declared said motion approved.

b) Reso #2918 – Adopt the Revised Section 8 Administrative Plan (Admin. Plan)

Motion moved by Commissioner Perez-Rosado and seconded by Commissioner Kenny to adopt Resolution #2918.

Discussion

Chairman Ficarra stated that the plan consists of all the rules, regulations and policies that govern the Authority and its tenants.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Ficarra
NAYS: None
Abstain: None
Absent: Walker

The Chair thereupon declared said motion approved.

c) Reso #2919 – Extend Contract for Boiler Repair Contractor with Kelin Heating from 4/1/28 to 3/31/19

Motion moved by Commissioner Rupasinghe and seconded by Commissioner Michelson to adopt Resolution #2919.

Discussion

Councilwoman DeJesus pointed out that the resolution number was incorrect as it is listed as 2819 and should be 2919.

Chairman Ficarra inquired about our experience with Kelin.

Maintenance Director Stecker and Maintenance Manager Yannuzzi replied that in the past there have been billing issues.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Ficarra
NAYS: None
Abstain: None
Absent: Walker

The Chair thereupon declared said motion approved.

d) Reso #2920 – Resolution by the Commissioners of the Housing Authority of the Township of Woodbridge Amending an Adopted Budget

Motion moved by Commissioner Agarwal and seconded by Commissioner Michelson to adopt Resolution #2920.

Discussion

Executive Director Brightman explained that this amendment was needed before our application for Stern could be heard at the Local Finance Board meeting next week.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Rupasinghe Ficarra
NAYS: None
Abstain: None
Absent: Walker

The Chair thereupon declared said motion approved.

d) Reso #2921 – Resolution regarding the Union Contract

Motion moved by Commissioner Rosado and seconded by Commissioner Rupasinghe to adopt Resolution #2921 and then withdrawn and the resolution was pulled from the agenda by the Executive Director. The Board did not want to vote on the contract piecemeal.

COMMISSIONER COMMENTS

Commissioners welcomed Commissioner Agarwal.

COUNCIL LIAISON

Councilwoman DeJesus stated that the St. Patrick’s Day parade is Sunday. She also stated that she would send the Executive Director information on the veteran’s tax for our newsletter as some of our tenants may be eligible.

EXECUTIVE DIRECTOR

Executive Director Brightman stated that a WGA tenant purchased a condo from the money she saved on the EID program.

ADJOURNMENT

Motion by Commissioner Michelson and seconded by Commissioner Perez-Rosado to adjourn at 7:52 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary